

# UWCD Admissions Policy

## By-Law - Admissions

**Number: 7**

**Status: Draft submitted to the Board for approval**

**Board Approval Date:**

**Circulation: All by way of UWCD Website**

**Review Date: April 2019**

## Legal Basis of this By-Law

1. This By-Law is made in accordance with the Charter of UWC Dilijan (Dilijan International School of Armenia) which was registered on the 1<sup>st</sup> September 2011 ("The Charter").
2. This By-Law was duly presented by the Head (Manager/Director) of UWC Dilijan ("Head") in accordance with paragraph 5.11.7 of The Charter and duly approved by the Board, in accordance with the provisions of The Charter, on the day and date set out above and so recorded in the minutes of the Board meeting of that date.
3. This By-Law establishes principles of policy which are to be executed by the Head of UWC Dilijan who is accountable to the Board for the due execution whether by formal Procedure or otherwise under the Head's powers, set out in The Charter paragraph 5.10, to manage the day to day activities of UWC Dilijan.

## Definitions

4. In this policy, the following words and phrases have the meaning set out alongside them below:

**Head**

means the Head of UWCD.

**Board**

means the Board of Governors also referred to as "Directors";

<b>By-Law</b>	means a By-Law approved by the Board under the Charter of UWCD.
<b>Charter</b>	means the charter of the Foundation of UWCD.
<b>Direct Entry</b>	means the admission of students to UWCD by application to UWCD rather than the admission through nominations of a National Committee.
<b>National Committee</b>	means a UWC Committee which deals with application to attend a UWC College from persons from the country of the National Committee.
<b>UWC</b>	means the United World Colleges.
<b>UWCD</b>	means the UWC Dilijan College sometimes referred to as Dilijan International School of Armenia (DISA).
<b>Procedure</b>	means a procedure setting out the day to day procedures of UWCD which have been established under a By-Law of UWCD.

## **Introduction**

1. UWC Dilijan is totally committed to diversity in every sense and is opposed to discrimination on the basis of race, ethnicity, colour, religion, sexual orientation or national or ethnic origin in the administration of its admission policies.
2. This By-Law fully supports the aims and principles of UWC in respect of its Admission policy.

## **Strategy**

3. The Admissions Department will prepare a strategy for presentation to the Head and the Senior Management Team. After the proposals have been approved they will be presented to the Board of Governors of UWCD.

### **Admissions to UWCD**

4. Admissions to the College are to be made following the procedures of UWC which generally means that the admissions of students nominated by the National Committee of that student's country.
5. To the extent permitted by UWC, UWCD shall make provision for the admission of Direct Entry students particularly: -
  - a) Where a National Committee is not able to accept a place offered by UWCD;
  - b) Where an applicant student is not able to apply to a National Committee because she or he does not fit the relevant criteria;
  - c) Where an applicant student was
    - i) not able to apply to his National Committee within the time limits provided for applications for reasons beyond his control (including being unaware of UWC, its procedures or the time limit in question); and
    - ii) cannot apply in the future because of age restrictions;
  - d) Where no National Committee exists;
6. Where the Head decides in his or her absolute discretion that a particular student should be granted a place because of exceptional circumstances or the exceptional nature of the student and that the admission of the student is in the interests of the student, UWCD or UWC then the Head may decide to admit that student.
7. As a compassionate College, Procedures established under this By-Law will enable UWCD to give consideration to admitting a student who is unable to go to or return to a UWC College or other educational establishment because of a travel ban or refusal of travel, entry or other official requirement of the country where the UWC College in question is placed.

## **Procedures**

8. The Head of College is charged with establishing procedures to govern admission applications to the College. All decisions must take account of the requirements of UWC.